

Winn Parish Council on Aging, Inc.

Annual Financial Report For the Year Ended June 30, 2021



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December 6, 2021

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Winn Parish Council on Aging
Winnfield, Louisiana

We have reviewed the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Winn Parish Council on Aging, Inc., as of and for the year ended June 30, 2021 and the related notes to the financial statements, which collectively comprise the Winn Parish Council on Aging's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.



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INDEPENDENT ACCOUNTANTS' REPORT

DECEMBER 6, 2021

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Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the accompanying Managements' Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. We have not audited, reviewed, or compiled the required supplementary information and we do not express an opinion, a conclusion, nor provide any assurance on it.

Supplemental Financial Information

The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. We have not audited or reviewed such information and we do not express an opinion, a conclusion, nor provide any assurance on it.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued our report dated December 6, 2021 on the results of our agreed-upon procedures.



Rozier, McKay & Willis
Certified Public Accountants
Alexandria, Louisiana

Winn Parish Council on Aging

Management's Discussion and Analysis

For the Year Ended June 30, 2021

This section of The Winn Parish Council on Aging, Inc.'s annual financial report presents our discussion and analysis of the Winn Parish Council on Aging's financial performance during the year ended June 30, 2021.

OVERVIEW OF FINANCIAL STATEMENTS

The basic financial statements include government-wide financial statements and fund financial statements. These two types of financial statements present The Winn Parish Council on Aging, Inc.'s financial position and results of operations from differing perspectives, which are described as follows:

Government –Wide Financial Statements

The government-wide financial statements report information about The Winn Parish Council on Aging as a whole using accounting methods similar to those used by private-sector companies. These report all revenues and expenses regardless of when cash is received or paid. Furthermore, the government-wide statements include all of The Winn Parish Council on Aging's assets and all of its liabilities (including long-term debt). Expenses incurred in connection with the operation of The Winn Parish Council on Aging's programs are reported as governmental activities. The governmental activities are financed by grants, fees and membership dues.

Fund Financial Statements

Fund financial statements provide detailed information regarding The Winn Parish Council on Aging's most significant activities and are not intended to provide information for The Winn Parish Council on Aging as a whole. Funds are accounting devices that are used to account for specific sources of funds. The Winn Parish Council on Aging's funds are all classified as governmental funds. These funds are used to account for essentially the same functions that are reported as governmental activities in the government-wide financial statements. However, unlike government-wide financial statements, the governmental funds use a modified accrual basis of accounting that provides a short-term view of The Winn Parish Council on Aging's finances. Assets reported by governmental funds are limited to amounts that are available for current needs. In addition, liabilities are limited to amounts that are expected to be paid from currently available assets.

FINANCIAL ANALYSIS OF THE WINN PARISH COUNCIL ON AGING AS A WHOLE

Government-wide financial data for The Winn Parish Council on Aging are presented as follows:

Net Position

A condensed version of the government-wide Statement of Net Position is presented as follows:

Winn Parish Council on Aging

Management's Discussion and Analysis

For the Year Ended June 30, 2021

	June 30,	
	2021	2020
<u>Assets:</u>		
Current and Other Assets	\$ 257,478	\$ 164,110
Capital Assets	38,471	50,536
Total Assets	295,949	214,646
<u>Liabilities:</u>		
Current and Other Liabilities	5,369	14,688
Long-term Liabilities	7,069	7,391
Total Liabilities	12,438	22,079
<u>Net Position:</u>		
Invested in Capital Assets	38,471	50,536
Restricted	79,704	42,564
Unrestricted	165,336	99,467
Total Net Position	\$ 283,511	\$ 192,567

As the presentation appearing above demonstrates, a substantial portion of the net position (58.3%) is unrestricted and may be used to meet ongoing obligations. In addition, a large portion of the net position (13.6%) is invested in capital assets. The remaining net position (28.1%) is restricted for various purposes designated by grantors.

Changes in Net Position

A condensed version of the government-wide Statement of Changes in Net Position is presented as follows:

	June 30,	
	2021	2020
<u>Revenues:</u>		
Program Revenue:		
Operating Grants and Contributions	\$ 238,894	\$ 196,491
Capital Grants and Contributions	----	34,695
General Revenue:		
Unrestricted Grants and Contributions	140,150	140,150
Miscellaneous	42,862	31,960
Total Revenue	421,906	403,296

Winn Parish Council on Aging

Management's Discussion and Analysis

For the Year Ended June 30, 2021

	June 30,	
	2021	2020
<u>Program Expenses:</u>		
Support Services	135,054	119,927
Nutrition Services	92,995	99,329
Utility Assistance	1,000	-
Caregiver Support	31,238	24,005
Covid 19 Response	35,666	----
General Senior Activities and Administration	35,009	28,351
Total Expenses	330,962	271,612
Change in Net Position	90,944	131,684
Net Position Beginning	192,567	60,883
Net Position Ending	\$ 283,511	\$ 192,567

As presented above, the Winn Parish Council on Aging's net position increased as a result of additional funding that was available as a result of the pandemic.

FINANCIAL ANALYSIS OF THE WINN PARISH COUNCIL ON AGING'S FUNDS

Financial performance of the various funds was consistent with the government-wide performance described above. The only difference were the effects of timing differences related to reporting capital assets and long-term liabilities associated with providing vacation benefits to employees.

GENERAL FUND BUDGET HIGHLIGHTS

Budget were adopted in the manner prescribed by State Law.

CAPITAL ASSET ADMINISTRATION

Capital asset activity was limited to depreciating existing capital assets.

DEBT ADMINISTRATION

For the year ended June 30, 2021, there were no outstanding debts and long-term liabilities were limited to the obligation to provide accrued vacation pay to vested employees.

FACTORS EXPECTED TO AFFECT FUTURE OPERATIONS

At the present time, no significant factors are expected to affect further operations.

Winn Parish Council on Aging, Inc.

Statement of Net Position

June 30, 2021

	Governmental Activities
<u>ASSETS</u>	
Cash and Cash Equivalents	\$ 241,734
Receivables (net)	12,330
Prepaid Expenses	3,414
Capital Assets, Net of Accumulated Depreciation	
Non-Depreciable	-
Depreciable	38,471
Total Assets	295,949
<u>LIABILITIES</u>	
Accounts Payable	5,369
Compensated Absences	7,069
Total Liabilities	12,438
<u>NET POSITION</u>	
Invested in Capital Assets	38,471
Restricted For:	
Meal Services	46,415
IIIB Services	23,123
Utility Assistance	10,166
Unrestricted	165,336
Total Net Position (deficit)	\$ 283,511

The accompanying notes are an integral part of the financial statements.

Winn Parish Council on Aging, Inc.

Statement of Activities

For the Year Ended June 30, 2021

				Program Revenue		Net (Expenses)
		Indirect		Charges For	Operating	Revenue and
	Expenses	Expense		Services	Grants and	Changes in
		Allocation			Grants and	Net Position
					Contributions	
					Contributions	
<u>Governmental Activities</u>						
Health and Welfare						
Support Services						
Other Services	\$ 25,822	\$ 15,774	\$ -	\$ 12,610	\$ -	\$ (28,986)
Information and Assistance	12,803	7,833	-	6,256	-	(14,380)
Outreach	2,161	1,324	-	1,056	-	(2,429)
Transportation	43,028	26,309	-	21,019	-	(48,318)
Nutrition Services						
Congregate Meals	-	-	-	65,356	-	65,356
Home Delivered Meals	57,713	35,282	-	11,466	-	(81,529)
Utility Assistance	1,000	-	-	-	-	(1,000)
National Family Caregiver Support						
Respite Care	15,613	9,546	-	19,662	-	(5,497)
Other Services	3,774	2,305	-	4,751	-	(1,328)
Covid 19 Response	35,666	-	-	96,718	-	61,052
General Senior Activities						
and Administration	133,382	(98,373)	-	-	-	(35,009)
Total Governmental Activities	330,962	-	-	238,894	-	(92,068)
General Revenues						
Grants and Contributions not Restricted to Specific Programs						140,150
Miscellaneous						42,862
Total General Revenues						183,012
Change in Net Position						90,944
Net Position - Beginning						192,567
Net Position - Ending						\$ 283,511

The accompanying notes are an integral part of the financial statements.

Winn Parish Council on Aging, Inc.**Balance Sheet - Governmental Funds****June 30, 2021**

	General	Title III-B	Title III C-1	Title III C-2	Title III-E	Covid 19	Other Governmental Funds	Total Governmental Funds
Assets								
Cash and Cash Equivalents	\$ 241,734	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 241,734
Receivables	-	5,592	3,652	-	3,086	-	-	12,330
Due From Other Funds	-	17,531	-	46,415	-	-	10,166	74,112
Prepaid Expenses	3,414	-	-	-	-	-	-	3,414
Total assets	\$ 245,148	\$ 23,123	\$ 3,652	\$ 46,415	\$ 3,086	\$ -	\$ 10,166	\$ 331,590
Liabilities and Fund Balance								
<u>Liabilities</u>								
Accounts Payable	\$ 5,369	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,369
Due to Other Funds	67,374	-	3,652	-	3,086	-	-	74,112
Total liabilities	72,743	-	3,652	-	3,086	-	-	79,481
<u>Fund Balance</u>								
Restricted for:								
Energy Assistance	-	-	-	-	-	-	10,166	10,166
Meal Services	-	-	-	46,415	-	-	-	46,415
IIIB Services	-	23,123	-	-	-	-	-	23,123
Committed to Capital Improvements	150,000	-	-	-	-	-	-	150,000
Unassigned	22,405	-	-	-	-	-	-	22,405
Total Fund Balances	172,405	23,123	-	46,415	-	-	10,166	252,109
Total Liabilities and Fund Balance	\$ 245,148	\$ 23,123	\$ 3,652	\$ 46,415	\$ 3,086	\$ -	\$ 10,166	\$ 331,590

The accompanying notes are an integral part of the financial statements.

Winn Parish Council on Aging, Inc.

Reconciliation of Governmental Fund Balance to Net Position June 30, 2021

Total Fund Balances - Governmental Funds	\$	252,109
Amounts reported for governmental activities in the statement of net position are different because:		
Long term liabilities are not due and payable in the current period and therefore they are not reported in the Governmental Fund Balance Sheet		(7,069)
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		<u>38,471</u>
Net Position of Governmental Activities	\$	<u>283,511</u>

The accompanying notes are an integral part of the financial statements.

Winn Parish Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in

Fund Balance - Governmental Funds

For the Year Ended June 30, 2021

	General	Title III-B	Title III C-1	Title III C-2	Title III-E	Covid 19	Other Governmental Funds	Total Governmental Funds
Revenues:								
Intergovernmental								
Governor's Office of Elderly Affairs								
Parish Council on Aging Funds	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Senior Center	25,694	-	-	-	-	-	-	25,694
Supplemental Senior Center	14,455	-	-	-	-	-	-	14,455
Cenla Area Agency on Aging	-	40,940	65,356	10,746	24,413	96,718	-	238,173
In Kind Support	-	-	-	720	-	-	-	720
Public Support	17,131	-	-	-	-	-	-	17,131
Other	25,733	-	-	-	-	-	-	25,733
Total revenues	<u>183,013</u>	<u>40,940</u>	<u>65,356</u>	<u>11,466</u>	<u>24,413</u>	<u>96,718</u>	<u>-</u>	<u>421,906</u>
Expenditures:								
Current								
Salaries	6,243	87,992	-	39,010	24,274	15,847	-	173,366
Fringe	448	10,867	-	4,632	1,735	1,779	-	19,461
Travel	1,319	475	-	4,561	47	1,197	-	7,599
Operating Services	5,344	30,750	-	8,925	4,390	4,434	1,000	54,843
Operating Supplies	9,460	4,970	-	35,147	792	12,409	-	62,778
In Kind Labor	13	-	-	720	-	-	-	733
Other	440	-	-	-	-	-	-	440
Capital Expenditures	-	-	-	-	-	-	-	-
Total expenditures	<u>23,267</u>	<u>135,054</u>	<u>-</u>	<u>92,995</u>	<u>31,238</u>	<u>35,666</u>	<u>1,000</u>	<u>319,220</u>
Other Financing Sources (Uses)								
Operating Transfers In	63,550	117,237	-	127,944	12,625	-	-	321,356
Operating Transfers Out	(157,750)	-	(65,356)	-	(5,800)	(92,450)	-	(321,356)
Total Other Financing Sources (Uses)	<u>(94,200)</u>	<u>117,237</u>	<u>(65,356)</u>	<u>127,944</u>	<u>6,825</u>	<u>(92,450)</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	65,546	23,123	-	46,415	-	(31,398)	(1,000)	102,686
Fund balance - Beginning of Year	106,859	-	-	-	-	31,398	11,166	149,423
Fund balance - End of Year	<u>\$ 172,405</u>	<u>\$ 23,123</u>	<u>\$ -</u>	<u>\$ 46,415</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,166</u>	<u>\$ 252,109</u>

The accompanying notes are an integral part of the financial statements.

Winn Parish Council on Aging, Inc.

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities For the Year Ended June 30, 20201

Change in Fund Balances - Governmental Funds	S	102,686
The liability associated with providing annual leave is reported when paid to employees by Governmental Funds but is reported when earned by employees on the Government wide presentation. This is the amount by which leave paid exceed leave earned.		
		322
Capital outlays are reported in Governmental Funds as expenditures; however, in the Government-Wide Statement of Activities, the cost is reported as an asset and allocated over estimated useful lives as depreciation expense. Amounts reported as capital expenditures and depreciation expense are provided as follows:		
Capital expenditures reported by Governmental Funds	-	
Depreciation expense reported on a government-wide basis	<u>(12,064)</u>	<u>(12,064)</u>
Change in Net Position - Government-Wide Statement of Activities	S	<u>90,944</u>

The accompanying notes are an integral part of the financial statements.

Winn Parish Council on Aging

Notes to Financial Statements

June 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Winn Parish Council on Aging, Inc. is a non-profit organization organized under the Laws of the State of Louisiana. The Winn Parish Council on Aging represents a portion of Central Louisiana that includes eight (8) parishes. The Winn Parish Council on Aging is governed by a Board of Directors and members of the Board are appointed by the governing bodies of various political subdivisions that lie within the boundaries of the Winn Parish Council on Aging.

The Winn Parish Council on Aging was organized in order to promote economic development and alleviate unemployment. Its activities are financed by Federal and State grants, as well as support from local governmental units. Since The Winn Parish Council on Aging is financed by governmental sources and, since its Board of Directors is appointed by various local governments, The Winn Parish Council on Aging is considered to be a quasi-governmental unit for financial reporting purposes. The accompanying financial statements were prepared in conformity with generally accepted accounting principles for governmental units.

The following is a summary of certain significant accounting policies and practices:

Financial Reporting Entity

The Winn Parish Council on Aging is considered a legally separate stand-alone government as defined by Generally Accepted Accounting Standards. The reporting entity is composed of the activities that are under the direct control of the Board of Directors. The Winn Parish Council on Aging is not financially accountable for any organizations that maintain separate legal standing; therefore, it has no component units.

Basic Financial Statements

All of The Winn Parish Council on Aging's operations are classified as governmental activities. Governmental activities involve government services that are normally supported by intergovernmental revenues and certain fees. The basic financial statements include both government-wide and fund financial statements. The government-wide and fund financial statements present the Winn Parish Council on Aging's financial position and results of operations from differing perspectives which are described as follows:

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities display information about The Winn Parish Council on Aging as a whole. The effect of interfund activity is eliminated from these financial statements. Furthermore, government-wide financial statements exclude any fiduciary activities which are reported in the fund financial statements.

Program revenues reported in the Statement of Activities consist of amounts that are directly associated with a governmental service. Program revenues include charges for services, fees, contributions associated with a particular function and most grants.

Winn Parish Council on Aging

Notes to Financial Statements

June 30, 2021

Fund Financial Statements

Funds are separate accounting entities that are designed to assist with demonstrating legal compliance and segregating transactions by activity. Major individual funds are reported as separate columns in the fund financial statements. The Winn Parish Council on Aging's major funds are described as follows:

- General Fund – The general fund is the primary operating fund and is used to account for all governmental activities that are not required to be presented elsewhere.
- Title III B – Accounts for funds dedicated to providing supportive services for seniors.
- Title C-1 – Reports activity associated with providing nutrition services at congregate meal sites.
- Title C-2 – Reports activity associated with providing nutrition services consisting of home delivered meals.
- Title III E – Accounts for funds dedicated to providing support services for caregivers.
- Covid 19 – Reports activity involving funds restricted for pandemic relief.

Typically restricted resources are used for qualifying expenditures when both restricted and unrestricted funds are available.

Basis of Accounting and Measurement Focus

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. The basis of accounting and measurement focus used for various financial statement presentations are described as follows:

<u>Financial Statement Presentation</u>	<u>Basis of Accounting</u>	<u>Measurement Focus</u>
Government-Wide Financial Statements	Accrual Basis	Economic Resources
Fund Financial Statements	Modified Accrual Basis	Current Financial Resources

Under the accrual basis of accounting and the economic resources measurement focus, revenues are recorded when earned and expenses are recorded when a liability is incurred.

Under the modified accrual basis of accounting and the current financial resources measurement focus revenue is recognized when it is considered measurable and available. Revenue is considered available if it is collected within 60 days of year end. In addition, expenses are generally recorded when a liability has been incurred. Furthermore, when the current financial resources measurement focus is used, amounts recorded as assets exclude capital assets and the acquisition of capital assets is treated as an expenditure of funds. In addition, long-term debts are excluded from amounts reported as liabilities. Proceeds from issuing long-term debt are reported as other financing sources and repayment of long-term debt is reported as an expenditure of funds.

Winn Parish Council on Aging

Notes to Financial Statements

June 30, 2021

Accumulated Unpaid Vacation

Annual leave is earned by employees at varying rates based on length of service. The amount of accumulated annual leave which can be carried forward at the end of the year is limited to a maximum of 45 days. Accrued leave is typically liquidated by the general fund.

Capital Assets

Capital assets include significant acquisitions of facilities and equipment that are expected to remain in service for a period of years. Capital assets are reported in the government-wide financial statements but are excluded from the fund financial statements. Instead, the funds report the acquisition of capital assets as expenditures rather than asset acquisitions. Capital assets are depreciated using the straight-line method and useful lives ranging from 3 years to 39 years.

Interfund Receivables and Payables

Amounts of cash held or disbursed by the General Fund on behalf of other funds are recorded as Interfund Payables and Receivables. These Interfund Payables and Receivables are eliminated from the government-wide financial statement presentation.

Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Winn Parish Council on Aging may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Credit risk associated with bank deposits is limited by requiring fiscal agent banks to pledge securities as required by State Law. Furthermore, interest rate risk associated with certificates of deposits is typically mitigated by purchasing instruments that mature in one year or less.

Use of Estimates

The preparation of financial statement in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Budgets

Budgets are adopted and occasionally amended by the Board of Directors in the manner prescribed by Louisiana Law and the Governor's Office of Elderly Affairs.

Fund Balances

Portions of the fund balance are reported as restricted or committed. Restrictions that effect fund balance are imposed by external sources such as grantors or lenders. Commitments apply when the governing body sets aside resources for a particular purpose.

Winn Parish Council on Aging

Notes to Financial Statements

June 30, 2021

Allocation of Indirect Expenses

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct costs of the Administration function. Indirect costs, including travel, operating services, operating supplies, and other administrative costs are allocated using a budget tool provided by the Governor's Office of Elderly Affairs which is based primarily on the relationship of direct costs a program bears to the total direct costs of all programs.

NOTE 2 – INTERNAL BALANCES AND ACTIVITY

The interfund receivables and payables at June 30, 2021 are as follows:

	Interfund Receivables	Interfund Payables
General Fund	\$ ----	\$ 67,374
Special Revenue Funds:		
Title III-B	17,531	----
Title III C-1	----	3,652
Title III C-2	46,415	----
Title III-E	----	3,086
Other	10,166	----
Total	\$ 74,112	\$ 74,112

Various funds deposit cash into a single bank account and money is disbursed from the account on behalf of these funds. This commingling of resources results in the interfund receivables and payables presented above.

Operating transfers for the year ended June 30, 2021 are presented as follows:

	Operating Transfers In	Operating Transfers Out	Net
General Fund	\$ 63,550	\$ 157,750	\$ (94,200)
Special Revenue Funds:			
Title III-B	117,237	----	117,237
Title III C-1	----	65,356	(65,356)
Title III C-2	127,944	----	127,944
Title III-E	12,625	5,800	6,825
Covid 19 Response	----	92,450	(92,450)
Total	\$ 321,356	\$ 321,356	\$ ----

The transfers described above consist of unrestricted resources that were transferred to various special revenue funds for the purpose of enhancing activities supported by those funds.

Winn Parish Council on Aging

Notes to Financial Statements

June 30, 2021

NOTE 3 – CAPITAL ASSETS

	Beginning Balance	Additions	Disposals	Ending Balance
<u>Depreciable Capital Assets:</u>				
Buildings and Improvements	\$ 201,639	\$ ----	\$ 87,132	\$ 114,507
Less Accumulated Depreciation	(151,103)	(8,839)	(83,906)	(76,036)
Total Net of Depreciation	<u>\$ 50,536</u>	<u>\$ (8,839)</u>	<u>\$ 3,226</u>	<u>\$ 38,471</u>

Depreciable capital assets are limited to furniture, fixtures, equipment and improvements used in the administration of The Winn Parish Council on Aging's activities. Accordingly, depreciation expense, when applicable, is reported in the accompanying government-wide financial statements as a finance and administrative expense.

NOTE 4 - LONG-TERM LIABILITIES

Long-term liabilities are limited to The Winn Parish Council on Aging's obligation to provide vacation pay to qualifying employees. Activity for the year ended June 30, 2021 is presented below:

	Accrued Leave Liability
Beginning of Year	\$ 7,391
Additions	----
Long-term Debt Retired	322
End of Year	<u>\$ 7,069</u>

NOTE 5 - ACCOUNTS RECEIVABLE

Accounts receivable at year end consisted entirely of funding that originated with the State of Louisiana. Based on collection experience, no allowance for doubtful accounts was necessary.

NOTE 6 - COMPENSATION OF BOARD MEMBERS

During the year, no compensation was paid to any member of the Winn Parish Council on Aging's Board of Directors.

NOTE 7 - CASH

At June 30, 2021 the Winn Parish Council on Aging's cash balance is fully secured by FDIC insurance.

NOTE 8 - RISK MANAGEMENT:

The Winn Parish Council on Aging is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These

Winn Parish Council on Aging

Notes to Financial Statements

June 30, 2021

risks of loss are covered by a comprehensive commercial insurance policy and worker's compensation insurance. Claims resulting from these risks have historically not exceeded insurance coverage.

NOTE 9 – CONTINGENCES

The Winn Parish Council on Aging receives state and federal assistance through various grant programs and contracts. Management is confident that all significant conditions have been met; however, grantor agencies routinely review grant activity and could request reimbursement if a dispute occurs regarding compliance with grant conditions.

NOTE 10 – FUND BALANCE PRESENTATION

Portions of fund balance reported as restricted represent funding source requirements that limit expenditure of resources to specific purposes. Committed fund balances have been set aside by resolution adopted by the governing body. Under the terms of the resolution, this portion of the fund balances can only be used to fund capital expenditures, including acquisition of facilities and vehicles.

Winn Parish Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

General Fund

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ 100,000	\$ 100,000	\$ 100,000	-
Senior Center	25,694	25,694	25,694	-
Supplemental Senior Center	14,456	14,456	14,455	(1)
Cenla Area Agency on Aging	-	-	-	-
In Kind Support	6,090	-	-	-
Public Support	16,000	16,000	17,131	1,131
Other	-	25	25,733	25,708
Total revenues	<u>162,240</u>	<u>156,175</u>	<u>183,013</u>	<u>26,838</u>
<u>Expenditures:</u>				
Current				
Salaries	29,397	5,619	6,243	(624)
Fringe	2,249	430	448	(18)
Travel	417	135	1,319	(1,184)
Operating Services	4,851	1,960	5,344	(3,384)
Operating Supplies	8,028	9,259	9,460	(201)
In Kind Labor	6,090	-	13	(13)
Other	1,485	497	440	57
Capital Expenditures	-	-	-	-
Total expenditures	<u>52,517</u>	<u>17,900</u>	<u>23,267</u>	<u>(5,367)</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	46,427	17,900	63,550	45,650
Operating Transfers Out	(117,171)	(156,175)	(157,750)	(1,575)
Total Other Financing Sources (Uses)	<u>(70,744)</u>	<u>(138,275)</u>	<u>(94,200)</u>	<u>44,075</u>
Net Change in Fund Balances	38,979	-	65,546	65,546
Fund balance - Beginning of Year	<u>106,859</u>	<u>106,859</u>	<u>106,859</u>	<u>-</u>
Fund balance - End of Year	<u>\$ 145,838</u>	<u>\$ 106,859</u>	<u>\$ 172,405</u>	<u>\$ 65,546</u>

Winn Parish Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III-B

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	-
Senior Center	-	-	-	-
Supplemental Senior Center	-	-	-	-
Cenla Area Agency on Aging	67,105	67,105	40,940	(26,165)
In Kind Support	-	-	-	-
Public Support	-	-	-	-
Other	-	-	-	-
Total revenues	<u>67,105</u>	<u>67,105</u>	<u>40,940</u>	<u>(26,165)</u>
<u>Expenditures:</u>				
Current				
Salaries	89,063	119,440	87,992	31,448
Fringe	6,813	9,137	10,867	(1,730)
Travel	2,117	2,414	475	1,939
Operating Services	18,688	26,322	30,750	(4,428)
Operating Supplies	13,952	18,218	4,970	13,248
In Kind Labor	-	-	-	-
Other	3,802	5,015	-	5,015
Capital Expenditures	-	-	-	-
Total expenditures	<u>134,435</u>	<u>180,546</u>	<u>135,054</u>	<u>45,492</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	67,330	113,441	117,237	3,796
Operating Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>67,330</u>	<u>113,441</u>	<u>117,237</u>	<u>3,796</u>
Net Change in Fund Balances	-	-	23,123	23,123
Fund balance - Beginning of Year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,123</u>	<u>\$ 23,123</u>

Winn Parish Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III C-1

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	\$ -
Cenla Area Agency on Aging	102,469	102,469	65,356	(37,113)
In Kind Support	13,178	-	-	-
Public Support	-	-	-	-
Other	-	-	-	-
Total revenues	<u>115,647</u>	<u>102,469</u>	<u>65,356</u>	<u>(37,113)</u>
<u>Expenditures:</u>				
Current				
Salaries	21,211	-	-	-
Fringe	1,623	-	-	-
Travel	538	-	-	-
Operating Services	6,358	-	-	-
Operating Supplies	23,028	-	-	-
In Kind Labor	13,178	-	-	-
Other	62,993	-	-	-
Capital Expenditures	-	-	-	-
Total expenditures	<u>128,929</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	13,282	-	-	-
Operating Transfers Out	-	(102,469)	(65,356)	37,113
Total Other Financing Sources (Uses)	<u>13,282</u>	<u>(102,469)</u>	<u>(65,356)</u>	<u>37,113</u>
Net Change in Fund Balances	-	-	-	-
Fund balance - Beginning of Year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Winn Parish Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III C-2

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	\$ -
Cenla Area Agency on Aging	103,276	103,276	10,746	(92,530)
In Kind Support	2,622	720	720	-
Public Support	-	-	-	-
Other	-	-	-	-
Total revenues	105,898	103,996	11,466	(92,530)
<u>Expenditures:</u>				
Current				
Salaries	26,848	50,593	39,010	11,583
Fringe	2,054	3,870	4,632	(762)
Travel	7,480	15,018	4,561	10,457
Operating Services	11,825	21,515	8,925	12,590
Operating Supplies	7,926	39,365	35,147	4,218
In Kind Labor	2,622	720	720	-
Other	68,075	131,186	-	131,186
Capital Expenditures	-	-	-	-
Total expenditures	126,830	262,267	92,995	169,272
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	20,932	158,271	127,944	(30,327)
Operating Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	20,932	158,271	127,944	(30,327)
Net Change in Fund Balances	-	-	46,415	46,415
Fund balance - Beginning of Year	-	-	-	-
Fund balance - End of Year	\$ -	\$ -	\$ 46,415	\$ 46,415

Winn Parish Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III E

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	\$ -
Cenla Area Agency on Aging	37,038	37,038	24,413	(12,625)
In Kind Support	-	-	-	-
Other	-	-	-	-
Total revenues	<u>37,038</u>	<u>37,038</u>	<u>24,413</u>	<u>(12,625)</u>
<u>Expenditures:</u>				
Current				
Salaries	24,692	23,904	24,274	(370)
Fringe	1,889	1,829	1,735	94
Travel	3,449	3,433	47	3,386
Operating Services	3,477	4,103	4,390	(287)
Operating Supplies	3,066	3,158	792	2,366
In Kind Labor	-	1,041	-	1,041
Other	1,063	-	-	-
Capital Expenditures	-	-	-	-
Total expenditures	<u>37,636</u>	<u>37,468</u>	<u>31,238</u>	<u>6,230</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	598	430	12,625	12,195
Operating Transfers Out	-	-	(5,800)	(5,800)
Total Other Financing Sources (Uses)	<u>598</u>	<u>430</u>	<u>6,825</u>	<u>6,395</u>
Net Change in Fund Balances	-	-	-	-
Fund balance - Beginning of Year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Winn Parish Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Covid 19

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	\$ -
Cenla Area Agency on Aging	31,398	31,398	96,718	65,320
In Kind Support	-	-	-	-
Other	-	-	-	-
Total revenues	<u>31,398</u>	<u>31,398</u>	<u>96,718</u>	<u>65,320</u>
<u>Expenditures:</u>				
Current				
Salaries	-	-	15,847	(15,847)
Fringe	-	-	1,779	(1,779)
Travel	-	-	1,197	(1,197)
Operating Services	-	-	4,434	(4,434)
Operating Supplies	-	-	12,409	(12,409)
In Kind Labor	-	-	-	-
Other	-	-	-	-
Capital Expenditures	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>35,666</u>	<u>(35,666)</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	-	-	-	-
Operating Transfers Out	(31,398)	(31,398)	(92,450)	(61,052)
Total Other Financing Sources (Uses)	<u>(31,398)</u>	<u>(31,398)</u>	<u>(92,450)</u>	<u>(61,052)</u>
Net Change in Fund Balances	-	-	(31,398)	(31,398)
Fund balance - Beginning of Year	<u>-</u>	<u>-</u>	<u>31,398</u>	<u>31,398</u>
Fund balance - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Winn Parish Council on Aging, Inc.

***Schedule of Compensation, Benefits and Other Payments
to Agency Head or Chief Executive Officer
For the year ended June 30, 2021***

Agency Head (Executive Director) - Joyce McElroy

Purpose:

Compensation	\$ 43,000
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Reimbursements

Mileage	1,031
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Travel	135
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December 6, 2021

INDEPENDENT ACCOUNTANTS' REPORT ON
APPLYING AGREED-UPON PROCEDURES

To the Winn Parish Council on Aging
Winnfield, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of Winn Parish Council on Aging, Inc. and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about The Winn Parish Council on Aging's compliance with certain laws and regulations during the year ended June 30, 2021, included in the *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

PUBLIC BID LAW:

1. Obtain documentation for all expenditures made during the year for materials and supplies exceeding \$30,000, and public works exceeding \$250,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 39:1551-39:1775 (the state procurement code) or R.S. 38:2211-2296 (the public bid law), whichever is applicable; and report whether the expenditures were made in accordance with these laws.

Our review of the general ledger and inquiries of management found no transactions that met the scope of the public bid law.

CODE OF ETHICS FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

2. Obtain from management a list of the immediate family members of the Board Members as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of the Board Members and employees, as well as their immediate families.

Management provided a questionnaire completed by each active member of the Board. The questionnaires furnished a list of outside business interest and immediate family members.



1407 Peterman Drive
Post Office Box 12178
Alexandria, Louisiana 71315

Voice: 318.442.1608
Fax: 318.487.2027
Online: CenlaCPAs.com

WINN PARISH COUNCIL ON AGING, INC.
DECEMBER 6, 2021

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with a listing of all employees paid during the period under examination.

4. Determine whether any of those employees included in the records obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees included on the list of employees provided by management agreed-upon Procedure 3 appeared on the list provided by management in agreed-upon Procedure 2.

5. Obtain a list of all disbursements made during the year; and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

Management provided the requested information. None of the businesses of board members, employees, and board members' and employees' immediate families appeared as vendors on the list of disbursements.

BUDGETING

6. Obtained a copy of the legally adopted budget and all amendments.

Copies of the budget were provided.

7. Trace the budget adoption and amendments to the minute book.

The budget was adopted as required.

8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures exceed budgeted amounts by more than 5%.

Unfavorable variances were within limits permitted by Law.

ACCOUNTING AND REPORTING

9. Randomly select six disbursements made during the period under examination and:

(a) trace payments to supporting documentation as to proper amount and payee.

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

WINN PARISH COUNCIL ON AGING, INC.
DECEMBER 6, 2021

(b) determine if payments were properly coded to the correct fund and general ledger account.

All of the payments were properly coded to the correct fund and general ledger account.

(c) determine whether payments received approval from proper authorities.

Inspection of supporting purchase orders indicated that all invoices are approved for payment. No further approval was required.

MEETINGS

10. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The Winn Parish Council on Aging is only required to post a notice of each meeting and the accompanying agenda on the door of the meeting facility. Although management has asserted that such documents were properly posted, we could find no evidence supporting such assertion.

DEBT

11. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected the bank deposits for the period under examination and noted no debt proceeds received.

ADVANCES AND BONUSES

12. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advance, or gifts.

Our review of the payroll records and board minutes for the year found that no employees received payments that would constitute a bonus, advance or gift.

Prior-Year Comments

13. Obtain and report management's representation as to whether any prior-year suggestions, exceptions, recommendations, and/or comments have been resolved.

No findings were reported for the previous year.

We were not engaged to, and did not perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

WINN PARISH COUNCIL ON AGING, INC.
DECEMBER 6, 2021

This report is intended solely for the use of management the Winn Parish Council on Aging and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

A handwritten signature in blue ink, reading "Rozier, McKay & Willis".

Rozier, McKay & Willis
Certified Public Accountants

WINN PARISH COUNCIL ON AGING
MANAGEMENT'S CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED JUNE 30, 2021

SECTION I - Review Report	
No findings were reported.	Response – N/A
SECTION II - Attestation Report	
No findings were reported.	Response – N/A
SECTION III –Management Letter	
No findings were reported.	Response – N/A

WINN PARISH COUNCIL ON AGING
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2021

SECTION I - Review Report	
No findings were reported.	Response – N/A
SECTION II - Attestation Report	
No findings were reported.	Response – N/A
SECTION III –Management Letter	
No findings were reported.	Response – N/A

LOUISIANA ATTESTATION QUESTIONNAIRE
FOR THE YEAR ENDED JUNE 30, 2021

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

Rozier, McKay & Willis
Post Office Box 12178
Alexandria, LA 71315

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of June 30, 2021 and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you.

Public Bid Law

It is true that we have complied with the state procurement code (R.S. 39:1551 – 39:1755); the public bid law (R.S. 38:2211-2296), and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes ☒ No ☐ N/A ☐

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes ☒ No ☐ N/A ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes ☒ No ☐ N/A ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes ☒ No ☐ N/A ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐ N/A ☐

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes ☒ No ☐ N/A ☐

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes ☒ No ☐ N/A ☐

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes ☒ No ☐ N/A ☐

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes ☒ No ☐ N/A ☐

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes ☐ No ☐ N/A ☒

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes ☒ No ☐ N/A ☐

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes ☒ No ☐ N/A ☐

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes ☒ No ☐ N/A ☐

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes ☐ No ☐ N/A ☒

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes ☒ No ☐ N/A ☐

We acknowledge that we are responsible for determining that the procedures performed are appropriate for the purposes of this engagement.

Yes ☒ No ☐ N/A ☐

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes ☒ No ☐ N/A ☐

We have provided you with all relevant information and access under the terms of our agreement.

Yes ☒ No ☐ N/A ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes ☒ No ☐ N/A ☐

We are not aware of any material misstatements in the information we have provided to you.

Yes ☒ No ☐ N/A ☐

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes ☒ No ☐ N/A ☐

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes ☒ No ☐ N/A ☐

The previous responses have been made to the best of our belief and knowledge.



Executive Director

12/10/2021 Date